

SECRET

# ROUTING AND RECORD SHEET

SUBJECT: *On mail*

Executive Registry

Current Directorate of Administration Activities

81-2540

FROM: Harry E. Fitzwater  
Deputy Director for Administration

EXTENSION

NO

DDA 81-1497/12

DATE

9 October 1981

TO: (Officer designation, room number, and building)

DATE

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

RECEIVED

FORWARDED

Deputy Director of Central Intelligence

10/6

X

DDCI

We are making progress in the development of our Information Sharing Plan. I have asked the ADD's to act as a Steering Committee with [redacted] chairing the committee. This should help in ensuring that we have a coordinated Agency plan. We will report our progress at significant milestones.

*Channing*

2-3 P/s note DDC's query re your item #11

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DD/A Registry  
81-1497/12

9 October 1981

MEMORANDUM FOR: Deputy Director of Central Intelligence

FROM: Harry E. Fitzwater  
Deputy Director for Administration

25X1

SUBJECT: Current Directorate of Administration Activities

[REDACTED]

2. On 1 October, the Agency's communications link from [REDACTED] was upgraded 25X1 from an over-the-counter one-time tape operation to a KW-7 protected circuit terminating into [REDACTED] Automated Message Switch. To protect the 25X1 existence of the link, it is super enciphered through the [REDACTED] 25X1 cryptographic equipment [REDACTED]. (S) D9c.3

3. The Offices of Logistics, Security, and Medical Services have been requested to assist the Department of State in identifying, procuring, storing, and shipping selected medical and security items for use overseas in the event of an emergency or crisis. State will budget for the entire program which is expected to be completed in FY-85. [REDACTED] A9c3.2 25X1

4. Construction regarding the expansion of the Office of Technical Service laboratory at [REDACTED] is 65 percent complete; projected completion date is 25X1 January 1982. (S) A9c5.1

5. Contracts have been awarded for six improvement projects at the [REDACTED] 25X1 [REDACTED] projects will involve renovations and security upgrading of existing 25X1 structures. [REDACTED] 25X1

[REDACTED] 25X1

7. The Office of Security is conducting the third running of the Information Systems Security Training Course 5 - 9 October. Twenty-one participants are enrolled, including eight representatives from the Departments of State, Army, Navy, Air Force, and the FBI.

8. Audio countermeasures inspections were conducted of the DCI's residence on 1 October and the DDCI's residence on 3 October; negative results in both cases. [REDACTED] A9c2.18 25X1 25X1

WARNING NOTICE-- INTELLIGENCE  
SOURCES AND METHODS INVOLVED

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9. On Saturday, 10 October, a briefing will be conducted in the Headquarters auditorium for about 72 veterans of the World War II Norwegian Resistance and their spouses. William Colby will accompany the group, many of whom are his former comrades from the Resistance. [redacted] 25X1

10. The Agency completed the closing of its accounts for FY-81 on 3 October. We ended the fiscal year with an obligation rate of 99.7%. (S) A9c5.1 [redacted] 25X1

12. As a follow-up to a request from Dr. Henry Kissinger for CIA review of excerpts from a manuscript he prepared for publication, officials from the Office of Information Services met with his secretary, Ms. Rosemary Niehuss, to discuss what material was needed for the Agency to make its classification review. This was necessary because the source of some of the material, as originally submitted, could not be identified, and since some was also without context, a reasonable decision could not be made by the reviewer. [redacted] 25X1

13. Directorate of Administration officials made their program presentations to the OMB examiner on 6 October. [redacted] 25X1

14. The first meeting of the Steering Committee which is reviewing the Information Handling Systems Architect's progress regarding a strategic plan was held on 5 October. Reviewed at that meeting was the attached staffing paper for the Information Handling Facilities Working Group (1st paper of 5). (U) [redacted] 25X1

Harry E. Fitzwater

Attachment

*at this stage  
what Congressional  
review/approval  
is required?*

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# ROUTING AND TRANSMITTAL SLIP

Date

9 OCT 1981

TO: (Name, office symbol, room number, building, Agency/Post)		Initials	Date
1. EO/DDA		<i>[Signature]</i>	9 OCT 1981
2.			
3. ADDA		<i>[Signature]</i>	10-9
4.			
5. DDA		<i>[Signature]</i>	

Action	File	Note and Return
Approval	For Clearance	Per Conversation
As Requested	For Correction	Prepare Reply
Circulate	For Your Information	See Me
Comment	Investigate	Signature
Coordination	Justify	

REMARKS

DO NOT use this form as a RECORD of approvals, concurrences, disposals, clearances, and similar actions

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FPMR (41 CFR) 101-11.206